



Request for Expression of Interest

The United Nations World Food Programme (Afghanistan) is seeking qualified service providers to offer warehouse management services at WFP warehouses in Afghanistan.

Reference Number: WFP/AFG/SC/EOI/2024/09

The World Food Programme Afghanistan Office in Kabul is seeking reputable and legally registered companies for the provision of Warehouse Management Services at WFP warehouses in Afghanistan. The aim is to establish a shortlist of capable and competent vendors.

If you wish to be considered for provision of the above services, you must submit the following documentation by 23:00 PM, Kabul time on Monday, 30th September 2024 through kabul.logistics@wfp.org.

- Completed WFP Questionnaire and accompanying documentation (please contact WFP contracting team at kabul.logistics@wfp.org to obtain the questionnaire)
- Valid Business License issued by the Ministry of Industry and Commerce.
- A minimum of three years professional experience in provision of Warehouse Management Services evidenced by a certified copy of Certificate of Incorporation; copy of VAT certificate (if applicable); certified copy of last audited accounts, reference letters.
- A company profile, including details of experience in warehouse management services.
- The company as well as its employees and subcontractors must not be blacklisted by any UN or non-UN Organisation.
- Proof of Tax Clearance Certificate
- Certified Bank Statements for a period of one year.
- Bank account details in Afghanistan.
- Evidence of strong financial capacity and secure capital flow.

This announcement is not a tender and rates are not requested at this stage. Accordingly, please note that neither this expression of interest nor the receipt of complete questionnaires binds the World Food Programme to issue any tenders or contracts to any such interested parties.

Queries strictly related to this expression of interest should be directed to kabul.logistics@wfp.org

Address your expression of interest to: **WFP Afghanistan Supply Chain Unit**

Reference: REOI No. WFP/AFG/SC/EOI/2024/09 for the provision of Warehouse Management Services.



Scope of Work

Required services:

- *Provision of an adequate number of experienced and well-trained staff for all types of warehouse management activities.*
- *Provision of adequate number of casual labours for day-to-day operation (loading, offloading, re-stacking, re-bagging, re-conditioning, etc)*
- *Timely submission (within the set timeframe) of the required daily/weekly/monthly/ad hoc reports to WFP.*
- *The Contractor must have an inventory and tracking system in place to account for all receipt and dispatches of Goods.*
- *Proper record-keeping/documentation/processing and inventory management for food commodities and non-food items.*
- *Provision of an adequate number of professional security guards and CCTV cameras 24/7.*
- *Provision of an adequate number and type of fire extinguishers; trained firefighting personnel and fire alarm system.*
- *Keeping complete and detailed records of personnel, vehicle, and other equipment movement in and out of the facility.*
- *Provision of electricity power, including using generators and fuel adequate for the required load in cases when the main line is not available.*
- *Provision of equipment such as: computers, printers, scanners for the Contractor's own personnel as well as WFP staff and its agents in the facilities managed by the Contractor.*
- *Provision of ADSL internet in facilities for the Contractor's own personnel, WFP staff and its agents in the facility.*
- *Adequate number of CCTV cameras with DVR (Digital Video Recording) system, connected to the internet through the ADSL system for monitoring purposes by WFP and its agents.*
- *Provision of furniture for the Contractor's own personnel, WFP staff and its agents in the facility.*
- *Keeping the entire warehouse and all office facilities clean and tidy at all times.*
- *Provision of water for drinking and hygiene/sanitary usage in the facilities.*
- *Ensuring the electricity lines, water supply pipes, and drainages systems of the facilities are intact and in working condition at all times.*
- *Provision of an adequate number of toilets and bathrooms for laborers, the Contractor's own personnel, and WFP staff and its agents; and keeping the toilets and bathrooms clean and working at all times.*
- *Provision of an adequate number and appropriate type of forklifts and pallet-jacks.*
- *Provision of an adequate number and type of weighing scales and other equipment for the warehouses.*
- *The Contractor shall responsible for all pest control management activities in the warehouse.*
- *Carry out as required the cleaning, dusting, spraying and sweeping of the warehouse and warehouse area, including the regular dusting and sweeping of stacks, and sweeping of corridors, drainage areas, walkways and the entire warehouse.*

Three handwritten signatures in blue ink are located in the bottom right corner of the page. The signatures are stylized and appear to be initials or names.



- *The Contractor shall be responsible for compound maintenance, including cutting grass, weeding, pruning bushes/flowers, watering trees, and the collection and disposal of garbage from the compound.*
- *The Contractor must be able to prove that he has a workforce sufficient in number and training to the standard required by WFP for re-bagging when required.*
- *The Contractor must have the relevant government license permitting performance of the Services.*
- *The Contractor will be required to equip his employees with the appropriate protective uniform, including gloves, mask, and headgear.*

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